

## VIGO COUNTY HEALTH DEPARTMENT

## Environmental Health Division

## Food Safety Program

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## FOOD SERVICE SELF-CHECKLIST

FOOD PROTECTION:	<u>Yes</u>	<u>No</u>
1. Food in good condition with no spoilage and no dents on cans. All food from		
approved sources.	·	·
2. All food containers labeled as to content. All self-service foods labeled as to		
name of establishment, address, net weight and ingredients.	-	
3. Food temperatures are as follows:		
a. Cold foods held at 41°F or below,		
b. Hot foods held at 135°F or above,	-	
c. Foods reheated 1 time only to 165°F,		
d. Chicken is cooked to 165°F or above,		
e. Ground beef is cooked to 155°F or above,		
f. Potentially hazardous foods rapidly heated or cooked.		
4. All hot/cold facilities properly functioning.		-
5. Probe thermometers provided and calibrated to $\pm 2$ degrees.		
6. Thermometers accurate $\pm 3$ degrees present and visibly located in all hot or cold		
holding units.		
7. Potentially hazardous foods thawed under cool running water, under		
refrigeration, or as part of the cooking process.	-	-
8. Food cooled 135°F-70°F within 2 hours and 70°F-41°F within 4 hours by		
one of the following methods:		
1) Divided in shallow pans 3 inches deep, 2) separate into smaller portions	,	
2) using ice bath and stirring, 4) add ice as an ingredient; and 5) use of		
rapid cooling equipment such as blast chill.		
9. Foods that require further preparation (raw meats) stored below and away from		
other food that require little or no further preparation. Hands/utensils washed		
after contact with raw potentially hazardous foods before handling other foods.	,	
10. All food items stored 6 inches off the floor, covered, and protected. Only ice in		
ice bins/machines (no other foods).	2	-
11. In use equipment and utensils stored with handle extended out of product, or		
clean, dry, protected and inverted. (Including ice scoops)		
12. Prevent contamination from hands by using deli tissue, spatulas, tongs, single use		
gloves, or dispensing equipment.		
13. Raw fruits and vegetables washed thoroughly.		
14. Potentially hazardous foods date marked for 4 days hold time at 45°F and 7		
days hold time at 41°F.		-

	Yes	<u>No</u>
PERSONNEL:		
1. At least one certified food handler for establishment.	_	
<ol> <li>Person-in-charge present at all times of operation.</li> <li>At least one employee with foodborne illness prevention training who has</li> </ol>		\-
primary oversight responsibility for food safety at an establishment.		
4. Employees in good health with no open cuts/wounds.		-
5. HYGIENE:	===	
a. Eat (including gum chewing), drink and smoke in areas away from		
all food prep, service, storage, display and dishwashing areas		
(followed by handwashing at hand sink).		-
b. Hands washed by lathering with soap for at least 20 seconds followed by		
rinsing with clean hot water. Water must be 100°F.	:	
c. Hands washed:		
i. When arriving for work.		
ii. After touching one's face, hair, etc.		
iii. After coughing, sneezing or using handkerchief or disposable tissue.	===	(
iv. When switching between working with raw and ready-to-eat		
food.	===	-
v. After handling soiled surfaces, equipment, or utensil. vi. During food preparation, as often as necessary to remove soil	·	1.
and contamination and to prevent cross contamination when		
changing tasks.		
vii. Directly before touching ready-to-eat food or food-contact	? <del></del> ?	
surfaces.		
viii. After engaging in other activities that contaminate hands.		
ix. Before putting on gloves/when changing gloves.		
d. Clothes clean, minimal jewelry worn (restricted to only a wedding band),		
fingernails clean and trimmed (no fake nails or nail polish).		
e. NO BARE HAND CONTACT WITH READY TO EAT FOOD.	-	
f. Aprons worn only in food prep areas. Aprons not worn while on		
break or while using bathroom.	-	
OD CANUZATION STOPACE		
ORGANIZATION/STORAGE:		
1. All toxic items (cleaners and medications) stored below and away from all food prep, service, storage, display and dishwashing areas.		
2. Toxic items are properly labeled as to contents.		
3. All personal and utility items stored in designated areas.		
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FOOD EQUIPMENT AND UTENSILS:		
1. All food and nonfood contact surfaces and equipment throughout establishment		
are smooth, durable, nonabsorbent (no bare wood), and easily cleanable.		
2. All utensils are prescraped, washed, rinsed, and sanitized (in 50-100 ppm		
chlorine or 200 ppm quaternary ammonia solution for at least one minute)		
then air-dried.		
3. Appropriate chemical test kits are provided, understood and used.	-	
4. Wiping cloths stored in labeled bucket with 50-100 ppm chlorine or 200 ppm		
quaternary ammonia solution.		-
<ul> <li>5. All equipment and surfaces are cleaned and sanitized daily.</li> <li>6. All equipment and single service items are stored inverted, at least 6 inches off —</li> </ul>	<del></del>	
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	A TOPO AND CHIMA CE	Yes	No
1. 2.	ATER AND SEWAGE: All water/plumbing fixtures have hot and cold running water with no leaks. Sewage disposal properly functioning and grease traps pumped out on regular basis. All plumbing has proper air gap to prevent backflow.		=
1.	All handsinks accessible (not blocked) and used only for handwashing. All restrooms have:  a. Self-closing doors. b. Covered waste can (in women's or unisex). c. Soap, paper towels, toilet paper. (Keep in dispensers). d. Mechanical ventilation.		
<b>G</b> A	ARBAGE/REFUSE:  Lids closed on dumpsters and grease bins, located on cement or machine laid asphalt, and area clean and free of debris.	-	
1.	SECT/RODENT CONTROL: All outer doors and drive thru windows must be self-closing (and kept closed) with no gaps on, under, or around doors, windows and other openings to the outside and have screening that is 16 mesh to the inch or greater.  No evidence of rodents or insects.	_	
<ol> <li>2.</li> <li>3.</li> <li>4.</li> <li>6.</li> <li>7.</li> </ol>	All walls, floor, ceiling surfaces must be, smooth, durable, non-absorbent and easily cleanable (no acoustical ceiling tile).  All floors, walls and ceiling are clean.  Cove base is provided for all floor wall junctures.  No missing tile or cove base.  Walls, floor and ceiling without cracks or worn surfaces.  All lighting functioning properly in food service, storage, prep, display and dishwashing areas.  Shields and end caps provided for all lighting in food service, storage, prep, display, and dishwashing areas.  All rooms have sufficient ventilation to keep them free of excessive heat, steam, condensation, vapors, obnoxious odors, smoke and fumes.		

<sup>\*\*</sup>Those items in bold refer to Critical items.